

**University of Hawaii Maui College  
Curriculum Action Request (CAR) Form  
Program/Degree/Certificate**

For Banner use:

Req: \_\_\_\_\_ Rev: \_\_\_\_\_

\_\_\_\_ Alpha \_\_\_\_\_

\_\_\_\_ Program/name \_\_\_\_\_

\_\_\_\_ Program Code \_\_\_\_\_

\_\_\_\_ Concentration \_\_\_\_\_

\_\_\_\_ Major Code \_\_\_\_\_

1. Author(s): Johanna Moore

2. Department: Business Hospitality      Program: Accounting

3. Date submitted to Curriculum Committee:

4. Program proposal

☐ New program (attach program proposal and program map)      ☐ Change of name to existing program

Existing program      Title:

Proposed program      Title:

5. Credential (degree or certificate) proposal

☐ New credential added to existing program      ☒ Modification to existing credential

Type of credential

Degree: ☐ AA    ☐ AS    ☒ AASCertificate: ☒ CA    ☐ CC    ☐ CO    ☐ ACS☐ Other, specify:

Existing credential:      Title:

Credits:

Proposed credential:      Title:

Credits:

If modification, describe change:

☐ Change in credential name☒ Change in course requirement(s); specify: For CA in Accounting delete ACC 150, add ACC 134☐ Change in prerequisite(s) for credential; specify:☐ Other; specify:☒ Program map must be attached. (For modifications, write changes on copy of current catalog map.)

6. Reason for this curriculum action:

Tax textbooks are published on an annual basis. We propose to teach ACC 134 Income Tax Preparation and ACC 137 Business Income Taxation using the same textbook; therefore, the courses need to be offered in the same calendar year. ACC 137 has ACC 134 as a prerequisite; therefore, ACC 134 needs to be offered in the spring and ACC 137 in the fall of the same calendar year.

7. Proposed term of first offering: Spring semester of 2013 year.8. Special fees required:      ☒ no    ☐ yes, explain:9. Special resources (personnel, supplies, etc.) required:      ☒ no    ☐ yes, explain:10. Special scheduling considerations:      ☒ no    ☐ yes, explain:

11. Which program SLOs does this certificate support? (list all that apply and explain, if necessary.)

☐ Program SLO 1:      Explain:☒ Program SLO 2:      Explain:☐ Program SLO 3:      Explain:

12. Current UHMC Catalog needs revision on page(s): 29

The Accounting program at UH Maui College is designed to prepare students for entry-level positions in the accounting profession within government and private business. Students who select the Accounting program should have the interest and aptitude for computational work. Students are prepared to work as an Account Clerk or Accounting Assistant with completion of the Certificate of Achievement (30 credits), and as a Bookkeeper with completion of the Associate in Applied Science degree (60 credits). With additional education, graduates of this program may become an Accountant or Auditor.

Students planning to transfer to the UH Maui College ABIT program, the UH Mānoa Shidler College of Business, or to business programs at UH Hilo, UH West Oahu, or another college should see a counselor about the requirements for entrance to these schools. These colleges have specific entrance requirements and not all Accounting program courses fulfill these requirements or are transferable. Accounting majors are required to earn a letter grade of C or better for Accounting courses.

Contact the program counselor, Crystal Alberto, at 984-3294, or by email at calberto@hawaii.edu for more information.

### Requirements for Certificate of Achievement (CA): 30 credits

Accounting 124(3), 125(3), 132(3), 150(3)**	Business/Communication 130(3)
Business Technology 150, or	Any two: English 55, 100, 209(3,3)
Information & Computer Science 101 or 115(3)	General Education elective(3) (See page 19.)
Business elective(3)***	

### Requirements for Associate in Applied Science (AAS) Degree: 60 credits

All CA courses(30) plus:	
Accounting 134(3), 255(3), 202(3), 295(3)	Social Science elective(3)
Business electives(6)***	Natural Science elective(3)
Humanities elective(3)	Mathematics 103,**** 115, or higher(3)

### Full-time students would take courses in this sequence:

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
*ACC 124 Principles of Accounting I**	3	*ACC 125 Principles of Accounting II, or	
*ACC 132 Payroll and Hawai'i General Excise Tax	3	ACC 201 Introduction to Financial Accounting**	3
*BUSN 150 Introduction to Business Computing, or		*ACC 150 Using QuickBooks® in Accounting ACC 134	3
ICS 101 Digital Tools for the Information World, or		*ENG 100 Composition I, or	
ICS 115 Microcomputer Applications	3	ENG 209 Business & Managerial Writing	3
*ENG 55 Business Communication - Written, or		*BUS/COM 130 Business Communication - Oral	3
ENG 100 Composition I	3	*Business elective***	3
General Education elective	3		15
	15		
Third Semester (Fall)	Credits	Fourth Semester (Spring)	Credits
ACC 134 Income Tax Preparation ACC 150	3	ACC 255 Using Spreadsheets in Accounting	3
ACC 202 Managerial Accounting	3	ACC 295 Accounting Capstone	3
Business elective***	3	Business elective***	3
Humanities elective	3	Natural Science elective	3
Social Science elective	3	MATH 103 College Algebra,**** or	
	15	MATH 115 Statistics, or	
		MATH 135 Pre-Calculus: Elementary Functions, or	
		MATH 203 Calculus for Business and Social Sciences	3
			15

Grade C or better required in all ACC courses.

\*Note: Courses required for Certificate of Achievement.

\*\*Note: Option 1: ACC 124, ACC 125, and ACC 202;

Option 2: ACC 124, ACC 201, and ACC 202; or

Option 3: ACC 201, ACC 202, and Business elective(3).

\*\*\*Note: Prerequisite courses to program requirements may not be used as Business electives. Recommended: ACC 193v and/or BLAW 200.

\*\*\*\*Note: Mathematics 103 is required for transfer to UH West Oahu Business Administration.